

**EAST TROY  
VILLAGE BOARD MINUTES  
April 4, 2016  
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**Call Meeting to Order; Pledge of Allegiance**

**Administrator Suhm verified the meeting was posted according to law.**

**Roll Call:**

President Timms called the meeting to order at 6:30 p.m.

Present: President Timms, Trustees Fred Douglass, Linda Kaplan, Forty Renucci, Scott Seager, Dusty Stanford and Ann Zess

Excused:

Others: Chief Boyes, DPW Miller, Administrator Suhm

**Citizen Participation**

Chief Boyes informed the Board and public on April 25, 2016, the Walworth County Sheriff's Department will be holding a smart exercise in Walworth County with the staging area being located at our police department.

**Consent Agenda**

(One motion and second will approve all of the following items. Any item may be pulled from the list and voted on separately.)

- 1. Approval Minutes – 3/21/2016, 3/28/2016**
- 2. Operator's Licenses – Elizabeth N. Mann**
- 3. Consider approval of Special Event Permit & Temporary Class B Retailer's License to East Troy Area Chamber of Commerce for Corn & Brat Roast, May 27 (4 pm to dusk), 28 (11 am – 6 pm), 29 (11 am – 6 pm) & 30 (11 am to 5 pm), 2015 on the Village Square. (Note: The Farmers Market will be held on Friday May 27 from 2-6 pm as both events are sponsored by the Chamber and will be coordinated) Note: addition of Friday to the event**

Motion by Trustee Stanford, second by Trustee Kaplan to approve the consent agenda.  
Motion carried.

**Miscellaneous Business**

- 1. Consideration of contracting with Excel Engineering for master planning services associated with Municipal Building renovations in the amount of \$5,000 (from 3/28)**  
Trustee Renucci requested that the contract be amended so it is clear the services provided are specific to the municipal building.

Motion by Trustee Stanford, second by Trustee Seager to approve the contract with Excel Engineering for master planning. Motion carried.

- 2. Fund Balance Designations for 2015 Audit (from 3/28)**

Discussion occurred regarding keeping the \$4,000 for the airport in capital at the last meeting.

Administrator Suhm explained the recommendation included taking the unassigned balance of \$18,525 in capital and adding to the sidewalks designation.

Motion by Trustee Renucci to accept the fund balance designation for 2015 as presented by Administrator Suhm, second by Trustee Douglass. Motion carried.

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**3. Consideration of garage door replacement at the department of public works garage on Austin Street**

DPW Miller explained this item was included in the 2016 capital budget to be taken from fund balance, but he wanted to bring it to the Board since it is modifying a public building. The new doors will be larger.

Motion by Trustee Stanford, second by Trustee Douglass to approve the door replacement at the public works garage. Motion carried with Trustee Zess abstaining.

**4. Consideration of contracting with Lynch for engineering services related to the 2016 street project, Austin Street, in the amount of \$14,000**

DPW Miller explained the funds for this are in in fund balance.

Motion by Trustee Stanford, second by Trustee Kaplan to approve contracting with Lynch & Associates for the engineering of Austin Street. Motion carried.

**5. Consideration of phase-in period for the new police department patch, purchasing uniform shirts (from 3/21)**

Chief Boyes discussed this was tabled at the 3/21/16 Village Board meeting awaiting review of fund balance. He estimated the highest cost to phase in the new shirts in one year would be \$5,040. He explained he anticipated being able to cover the amount from his budget based on his surplus last year. However, if he is not able to cover it in his budget he will return to the Board later in the year regarding potential funding from fund balance.

Motion by Trustee Stanford, second by Trustee Seager to approve the cost of phasing in new uniform shirts this year with the cost coming out of the police department budget. Motion carried.

**6. Consider approval of new event - Beer Walk Permit & Temporary Class B Retailer's License to East Troy Area Chamber of Commerce for Brewfest, Sunday, May 29, 2016 from 3 – 6 pm on the Village Square to be held concurrently with the Corn & Brat Roast, with single point of samples served for paid participants within the Craft Brewers area.**

Vanessa Lenz, Executive Director of the Chamber explained the event. She stated the area would be fenced off with admission charged for a wristband and 3 ounce samples. Administrator Suhm explained one temporary license was necessary because the chamber booth within the fenced area would be the only booth distributing the samples and other booths would be informational for each brewery. No admission will be charged related to the homebrew because this cannot be legally sold, but will be within the fenced area.

Motion by Trustee Stanford, second by Trustee Seager to approve the beer walk permit and Temporary Class B license for the Chamber of Commerce Brewfest on May 29, 2016. Motion carried with Trustee Douglass voting no.

**Adjourn**

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Motion by President Timms, second by Trustee Stanford to adjourn. Motion carried at 6:53 pm.

Respectfully Submitted,

Eileen Suhm  
Administrator